



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**LEYTE 5TH DISTRICT ENGINEERING OFFICE**  
Baybay City, Leyte, Region VIII



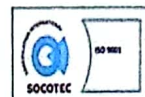
**NOTICE OF POSTING AT PHILGEPS AND DPWH WEBSITE**

April 17, 2024

The DPWH Leyte 5<sup>th</sup> District Engineering Office, Brgy. Hipusngo, Baybay City, Leyte through the Bids & Awards Committee, invites suppliers/manufacturer/distributors/contractors to submit quotation and to bid for the hereunder list of procurement:

**Mode of Procurement: Small Value Procurement**

RFQ No.	PR No.	Name of Project/Location	ABC	Duration
24-006	2024-04-007	Procurement of Information Technology Equipment for use in the Planning and Design Section within the Fifth District of Leyte	P 1,000,000.00	30 C.D.
24-007	2024-04-008	Procurement of Office Furniture for use in the Planning and Design Section within the Fifth District of Leyte	P 108,900.00	30 C.D.
24-008	2024-04-009	Procurement/Purchase of Diesel Fuel for use in refueling of Various equipment: Strada Hi-Lux H1-6286, Strada Hi-Lux H1-6287, and Strada Hi-Lux H1-6862 at Planning and Design Section, DPWH 5th DEO, Baybay City, Leyte	P 299,960.00	30 C.D.
24-009	2024-04-010	Procurement of Supplies and Safety Equipment/Gear for use in the Conduct of 2024 (MYPS) Multi-Year Planning System, (PMS) Pavement Management System, (BMS) Bridge Management System within the Fifth District of Leyte	P 216,328.00	30 C.D.



**Mode of Procurement: Shopping B**

RFQ No.	PR No.	Name of Project/Location	ABC	Duration
24-010	2024-04-011	Procurement/Purchase of various Office Supplies for use in the office, DPWH Leyte 5 <sup>th</sup> Engineering District, Baybay City, Leyte	P 891,146.00	20 C.D.

Prospective Bidders should have experience in undertaking a similar project within the last two (2) years with an amount of at least 50% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Pre-Bidding Conference(s), evaluation of bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Revised Implementing Rules and Regulation (R-IRR). The complete schedule of activities is listed, as follows:

Activities	Schedule
1. Posting Period at PhilGEPS	April 17 – April 24, 2024
2. Issuance of RFQs	April 17 – April 24, 2024
3. Pre-Bid Conference	None
4. Deadline for Submission/Receipt of RFQs	April 24, 2024 up to 9:00 A.M.
5. Opening of Bids	April 24, 2024, immediately after the deadline for the submission of bid at Procurement Building, DPWH, Leyte 5 <sup>th</sup> District Engineering Office, Brgy. Hipusngo, Baybay City, Leyte

The Department of Public Works and Highways, Leyte 5<sup>th</sup> District Engineering Office, Brgy. Hipusngo, Baybay City, Leyte assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:

  
**LYNDEL P. JABINES**  
BAC-Chairperson

Noted by:

**EUSEBIO T. CULAS**  
District Engineer

Contact Person: Emmanuel Mari D. Sacro, J.D.  
Telephone No.: (053) 520-2603  
Address: Procurement Staff, Office of the District Engineer  
DPWH Leyte 5<sup>th</sup> District Engineering Office, Brgy. Hipusngo,  
Baybay City, Leyte







Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**LEYTE FIFTH**  
DISTRICT ENGINEERING OFFICE  
REGIONAL OFFICE VIII  
Baybay City, Leyte



Name of Procuring Entity : DPWH LEYTE 5TH DEO Request for Quotation (P.R. No.) : 24-010 (P.R. 2024-04-011)  
Revised on : Date : April 16, 2024  
Standard Form/Title : REQUEST FOR QUOTATION Office/End-User : DPWH – Leyte 5th DEO, Baybay City

COMPANY NAME :

ADDRESS :

TEL. NO. / FAX NO. :

TIN:

Please quote your lowest price on the item(s) listed below, subject to the **TERMS and CONDITIONS** stated below, and submit your quotation duly signed by your representatives not later than **9:00 A.M. of April 24, 2024** in the return envelope attached herewith, to the Office of the Head-Procurement Staff, Procurement Building, DPWH Leyte Fifth District Engineering Office, Brgy. Hipusngo, Baybay City, Leyte.

**TERMS and CONDITIONS:**

- All entries must be typewritten or legibly written.
- Delivery period: within **20 C.D.** upon receipt of the approved funded Purchase Order (P.O.). Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.
- Warranty shall be for a minimum of **three (3) months for supplies & materials; One (1) year for Equipment; three (3) years for IT Equipment from date of Acceptance by the end-user.**
- Price validity shall be for a period of **SIXTY (60) C.D.**
- VALID BIR** Certificate of Registration, PhilGEPS Registration Number, Omnibus Sworn Statement (for ABC above 50k; GPPB Revised Form) & Income Tax/Business Returns (for ABC above 500k) shall be attached **upon submission of the quotation.** The Audited Financial Statement, DTI Business/SEC Registration Certificate, Tax Clearance and Mayor's/Business Permit shall be submitted **upon the award of contract.**
- Bidders shall submit brochures of the item(s)/product(s) being offered, if applicable.
- Please indicate the brand for each item(s) being offered.
- The Approved Budget Ceiling for this procurement is **P 891,146.00**
- NON-COMPLIANCE** to any of the terms and conditions, either during preliminary evaluation and/or detailed evaluation of the legal, technical and financial capability of the bidder based on their submitted documents, shall be a ground for disqualification of the bidder from the award of contract.
- The DPWH reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
- Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DPWH shall rescind/terminate the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

  
**LYNDEL P. JABINES**  
Assistant District Engineer  
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
<b>Procurement/Purchase of various Office Supplies for use in the office, DPWH Leyte 5th Engineering District, Baybay City, Leyte</b>					
1	Epson Printer Ink 003, black(65ml)	50	btl		
2	Bond Paper A4, size (subs. 20)	1500	ream		
3	Bond Paper Long (subs. 20)	100	ream		
4	File folder point 14-A4 size	1000	pc		
5	Brown Envelope (A4 size)	500	pc		
6	Brown Envelope (Long size)	500	pc		
7	Sign pen, Black (Gel ink, 0.5mm)	1250	pc		
8	Sign pen, Blue (Gel ink, 0.5mm)	520	pc		
9	Correction pen, (rolling pen metal)	60	pc		
10	Correction Tape	60	pc		
11	Paper fastener (Plastic)	60	box		
12	Pencil # 2 (12pcs/box)	12	box		
13	USB 64GB	24	pc		
14	Scotch Tape 1"	60	roll		
15	Masking Tape 1"	20	roll		

<b>Brand and Model</b> :	<b>Warranty</b> :	
<b>Delivery Period</b> :	<b>Price Validity</b> :	

*After having carefully read and accepted your General Conditions, I / We quote you on the item(s) at prices note above. If the space for Delivery Period and Price Validity are left blank, it means that I / We concur with the Terms and Conditions specified by DPWH.*

Tel. No.: <b>(053) 520 - 2603</b>	Telefax: <b>(053) 520 - 2603</b>	
	<b>c/o Head, BAC Secretariat</b>	<u>Printed Name / Signature / Date</u>
	email: <b>dpwh5thled@gmail.com</b>	<u>Tel. No. / Cellphone No. / E-mail Address</u>